

Lansing, Michigan

January 15, 2002

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, January 15, 2002, at 11:00 a.m.

Present:     Brian DeBano, Director of State Government Affairs, representing  
                  John Engler, Governor, Chairperson  
                  David Hildenbrand, Deputy Chief of Staff, representing Dick  
                  Posthumus, Lt. Governor  
                  Julie A. Croll, Chief Deputy State Treasurer, representing Douglas B.  
                  Roberts, State Treasurer  
                  A. Edwin Dore, Deputy Secretary of State, representing Candice  
                  Miller, Secretary of State  
                  Carol Wolenberg, Deputy Superintendent of Public Instruction,  
                  representing Thomas D. Watkins, Superintendent of Public  
                  Instruction

Arlene Oisten, Secretary

Absent:       Jennifer M. Granholm, Attorney General

Others Present:

Robert Craig, Jeff Haarer of the Department of Agriculture; Matt Dugener, Mary Kramer of the Michigan Economic Development Corporation; Sherry Bond, James Burris, James Konrad, of the Department of Management and Budget; Randy Knapp, Pamela Lavender, Darby Schlagheck, of the Department of Transportation

1.     CALL TO ORDER:

The meeting was called to order by Mr. DeBano. In the absence of clergy, a moment of silence was observed. Mr. DeBano then led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Dore moved that the minutes of the State Administrative Board for the regular meeting of December 18, 2001 and the special meeting of December 21, 2001 be approved as distributed. Ms. Wolenberg supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

The Renaissance Zone Review Board requested approval of a modification to an existing Agricultural processing Renaissance Zone beginning January 1, 2003 in Ionia County, Odessa Township for Sunny Fresh Foods, Inc.

Mr. Hildenbrand moved that the proposed Renaissance Zone Review Board request be approved by the Board. The motion was supported by Ms. Croll and unanimously approved.

Certified Retention and Disposal Schedules:

Richfield Township, Police Department, Records, 10/23/01

Retention and Disposal Schedules:

Department of Environmental Quality, Land and Water Management  
Division, 10/24/01

Department of Natural Resources, Grants Administration Division, 11/13/01  
Northern Michigan University, College of Technology and Applied Sciences,  
10/29/01

Department of Treasury, Bureau of Revenue, Office of Policy and Research  
Development, 12/11/01

Ms. Wolenberg moved that the Certified Retention and Disposal Schedule and the Retention and Disposal Schedules be approved by the Board. Mr. Dore supported the motion and it was unanimously approved.

7.     **REPORTS AND RECOMMENDATIONS OF COMMITTEES:**  
          (Please see the following pages)

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Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held January 8, 2002. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of January 8, 2002 be approved and adopted, noting the withdrawal of item 34 and changes to items 27 (1) and 28 (1) of the regular agenda. The motion was supported by Ms. Wolenberg and unanimously approved.

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Ms. Croll presented the Building Committee Report covering the regular meeting held January 9, 2002. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of January 9, 2002 be approved and adopted. The motion was supported by Mr. Hildenbrand and unanimously approved.

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Mr. Dore presented the Transportation and Natural Resources Committee Reports for the regular meeting of January 9, 2002 and the special meeting of January 15, 2002. After review of the forgoing Transportation and Natural Resources Committee Reports, Mr. Dore moved that the Transportation and Natural Resources Committee Reports covering the regular meeting held January 9, 2002 and the special meeting of January 15, 2002 be approved and adopted, with the withdrawal of item 91 of the regular Transportation agenda at the request of the Department. The motion was supported by Ms. Croll and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Hildenbrand moved the meeting be adjourned. The motion was supported by Ms. Croll and unanimously approved. Mr. DeBano adjourned the meeting.

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SECRETARY

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CHAIRPERSON